Approved For Release 2009/05/29 : CIA-RDP87-00352R000100150015-6

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PRINTING AND PHOTOGRAPHY DIVISION
WEEKLY REPORT FOR PERIOD ENDING
15 MARCH - 20 MARCH 1984

I. ITEMS OR EVENTS OF MAJOR INTEREST THAT HAVE OCCURRED DURING THE PRECEDING WEEK

A. DIGITAL PREPRESS: P&PD REPRESENTATIVES ATTENDED A MEETING ON THE BRIEFING BOARD IMAGERY TRANSMISSION SYSTEM (BITS). THE PRIMARY PURPOSE OF THE MEETING WAS TO REVIEW THE PRELIMINARY REQUIREMENTS DOCUMENT. OF PARTICULAR CONCERN WERE THE OUTPUT PRODUCTION REQUIREMENTS AND THE DATA STORAGE/ARCHIVING REQUIREMENTS. ADDITIONALLY, THERE IS A LOT OF WORK YET TO BE DONE IN DEFINING THE VARIOUS INTERFACE REQUIREMENTS. THE FINAL REQUIREMENTS DOCUMENT IS SCHEDULED TO BE COMPLETED IN LATE 1984 WITH CONTRACT AWARD SCHEDULED FOR LATE 1985 AND INITIAL OPERATING CAPABILITY (IOC) SCHEDULED FOR 1987. IN ADDITION TO REVIEWING THE REQUIREMENTS DOCUMENT, PARTICIPANTS AT THE MEETING WERE SHOWN EXAMPLES OF AGENCY COLLECTED IMAGERY DATA WHICH WAS OUTPUT TO AN EDICOM LASER PLATEMAKER AND PRINTED ON A P&PD PRESS. ALL THE PARTICIPANTS WERE IMPRESSED WITH THE EXAMPLES.

B. DCI VIDEOTAPING SUPPORT: TWENTY-NINE HOURS OF OVERTIME WERE REQUIRED TO PRODUCE SUFFICIENT VIDEO CASSETTES OF THE DCI'S "PROGRESS REPORT OF EXCELLENCE" ADDRESS FOR 19 MARCH MORNING DISTRIBUTION TO ALL REGISTRIES WITHIN THE AGENCY.

C. REPROGRAPHIC SUPPORT: THE BINDERY AND REPROGRAPHIC CENTER WAS TASKED BY THE DDA TO COPY 2,086 DOCUMENTS IN A TWO-HOUR TIMEFRAME FOR SUBMISSION TO THE OFFICE OF GENERAL COUNSEL. THE COMMITMENT WAS MET.

D. SAFETY: PRESS AND BINDERY, FIRST AND SECOND SHIFTS, PERSONNEL ARE UNDERGOING THEIR ANNUAL AUDIOMETRIC TESTS. THE PRODUCTION MANAGER IS NEGOTIATING WITH THE OFFICE OF MEDICAL SERVICES (OMS) REGARDING TESTING THE THIRD SHIFT PERSONNEL (2330 - 0700) BY OMS TECHNICIANS ON AN OVERTIME BASIS.

E. U.S. MARSHALS' SERVICE SUPPORT: A MEMORANDUM OF AGREEMENT (MOA) ON P&PD'S MICROFILMING SUPPORT TO THE U.S. MARSHALS' SERVICE WAS RECEIVED THIS REPORTING PERIOD. THE MOA IS CURRENTLY BEING REVIEWED TO BETTER REFLECT P&PD'S POSITION ON THE SUPPORT REQUIREMENTS.

II. SIGNIFICANT EVENTS ANTICIPATED DURING THE COMING WEEK:

NONE

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